

CONTRACT REVIEW SHEET

Person Sending: <u>Cathy Staten</u>	Department Name: <u>Courthouse Square</u>
Date Sent:	

The attached: (CIRCLE ONE)
 Contract Amendment # 20 Grant Lease Intergov't Agreement

INCOMING FUNDS? YES NO (CIRCLE ONE)

Contractors Name: <u>Arbuckle Costic</u>	
Date From: <u>5/1/99</u>	Date To: <u>Completion</u>
Amount of Contract or Amendment: <u>\$13,220 (plus reimbursables)</u>	
If an Amendment, New Contract Total = \$n/a	
Certificates of Insurance Attached:	Liability (circle one) Yes No
	Workers Comp (circle one) Yes No
If no insurance attached, why not?	

Process taken to select contractor:

Verbal quote: ___ Written quote: ___ RFP: ___ Competitive Bid: ___ Renewal: ___

(Attach copy for reference)

Description of Contract Services:

Amend contract to include additional services as outlined in Schedule A and Schedule B attached.

Transit cost only

For Support Services Use	
Date Contract Received: <u>1/23/01</u>	Date Scheduled on BOC Agenda: <u>Planning 2/1/01</u>
Authorization for Health Administration to sign on behalf of BOC: yes <u>(no)</u>	Additional Comments: <u></u>
Staff Review Signatures:	
<u>Peggy Mitchell</u> Contract Coordinator	<u>1/29/01</u> date
<u>Jane Ellen Stronach</u> Legal Counsel	<u>31 January 2001</u> date
Risk Manager	date

Date: 02-15-01
 Returned to Department/ BS for file signature



BOARD OF COMMISSIONERS

Agenda Review

DATE: January 31, 2001

TO: Kindra Johnson, Board Session Coordinator
Board of Commissioner's Office

FROM: David Hartwig, Director of Business Services

RE: Amendment #20 to Arbuckle Costic Architects contract for
additional services for Courthouse Square project

Thursday Agenda Planning Date: February 1, 2001

Department Contact Person: David Hartwig

Phone: 373-4424

ISSUE: Consider approval of amendment #20 to contract with Arbuckle Costic Architects for additional services for Courthouse Square project.

BACKGROUND:

Attached is an amendment to a contract with Arbuckle Costic to provide architectural services for the Courthouse Square project. This amendment covers services for miscellaneous project issues for Salem Area Transit District. The services include preparation of drawings and construction administration for break areas, American Disabilities Act (ADA) accommodations, retail space on the 1st floor and artwork in Hatfield Plaza.

FISCAL IMPACT (Current Year *and* Yearly Projected for Following Fiscal Year):

The total cost of \$13,220, plus reimbursable expenses will be charged to the Courthouse Square project and are Salem Area Transit District obligations only. Marion County will not share in this cost.

COST CENTER# Salem Area Transit paying bills for this project.

ACCOUNT # _____

(Please attach copy of current budget summary reflecting this impact)

IMPACTS TO COUNTY DEPARTMENTS AND/OR EXTERNAL ENTITIES:

Since the additional services all pertain to Salem Area Transit District, the items added do enhance building overall. The main impact will be moving forward with the leasing of the retail space on the 1st floor by Salem Area Transit once these items are completed.

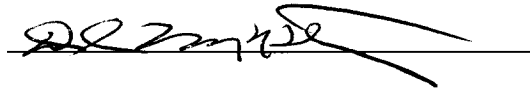
OPTIONS FOR CONSIDERATION:

1. Approve the amendment for the additional services as outlined above by Arbuckle Costic.
2. Deny approval of the amendment and seek other alternatives to complete the miscellaneous items described.

RECOMMENDATION:

It is the recommendation of Business Services Department that this amendment be approved by the Board of Commissioners.

DEPARTMENT HEAD SIGNATURE:



List Attachments:

Contract Amendment #20

AMENDMENT # 20

TO
CONTRACT FOR SERVICES

The Contract for Services between Marion County Fair Board and Arbuckle Costic Architects, dated May 1, 1999 to completion, is amended as follows:

Amend contract to include additional services as outlined in Schedule A and Schedule B attached dated December 21, 2000.

Reimbursables (printing, plotting, faxing, C.D.'s, etc.) are not included in the above fee and will be billed in addition to this fee.

See attached letter dated December 21, 2000 for more details.

All other provisions of the original agreement remain unchanged and in effect.

Signed this 16th day of January, 2001.

Arbuckle Costic Architects, Inc.

Signature: [Signature]

Title: President

Tax ID# 93-1228023

Date: 1/19/2001

Marion County

[Signature]

David Hartwig

Salem Area Transit District

[Signature]

John Whittington

Approved as to Form:

[Signature]
Contracts Coordinator

1/29/01
Date

Approved as to Form

[Signature]
Marion County Legal Counsel

31 January 2001
Date

Marion County Board of Commissioners

[Signature] 2/7/01
Commissioner Date

[Signature]
Commissioner Date

[Signature] 2/7/01
Commissioner Date

ATTACHMENT A

December 21, 2000

John Whittington
Project Co-Coordinator
Salem Area Mass Transit
3140 Del Webb Avenue NE
Salem, Oregon 97303-4165

RE: Additional Services for Miscellaneous Project Issues
Courthouse Square
Project No. 9828.26

Dear John:

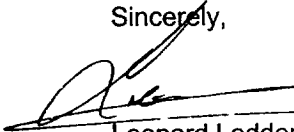
We are pleased to offer additional services for miscellaneous project issues defined as follows:

- ◆ Add door, frame and partition between Quiet Lounge 1170 and Break Room 1270.
- ◆ Provision for ice maker hook-up in Break Room 1270.
- ◆ Center transit wall crosswalk ADA ramp additions.
- ◆ Design "Vanilla Shell" for police substation.
- ◆ Design "Vanilla Shell" plus four single accessible restrooms for the retail space on the ground floor.

We are prepared to provide services required to implement the above issues, including preparation of drawings and construction administration. This proposal assumes that the construction services will be provided as a change order to the contract to Pence/Kelly Construction, or through Marion County's Facilities Department. The fee for the services is fixed at \$13,220.

Reimbursables (printing, faxing, etc.) are not included in the above fee and will be billed in addition to this fee. Thank you for letting us be of assistance to you in this matter.

Sincerely,


Leonard Lodder, A.I.A.
Architect

LL:gnv

cc: Craig Lewis, Melvin Mark Development Company
Billy Wasson, Marion County

9828.1A

TO: Arbuckle Costic Architects, Inc.

We have read the above letter and agree to the terms stated herein. Arbuckle Costic Architects will submit monthly invoices for work completed. Payments are due and payable within twenty (20) days from the date of invoice. Amounts unpaid after thirty (30) days shall bear interest at the legal rate prevailing from time to time at the principal place of business of Arbuckle Costic Architects.



Kim Arbuckle, AIA
Alan E. Costic, AIA
Walter E. Bensman, Jr., AIA
Clayton Vorse, AIA
Richard S. Boyd, AIA
Leonard Lodder, AIA
Richard S. Rothweiler, AIA
Craig Bjorgum, AIA

ARBUCKLE COSTIC ARCHITECTS, INC.

363 State Street
Salem, OR 97301-3533
503/581-4114 Fax: 503/581-3655
E-Mail: architects@arbucklecostic.com

Billy Wasson, Marion County

John Whittington, Salem Area Mass Transit

Date:

Date:

ATTACHMENT B



Kim Arbuckle, AIA
Alan E. Costic, AIA
Walter E. Bensman, Jr., AIA
Clayton Vorse, AIA
Richard S. Boyd, AIA
Leonard Lodder, AIA
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December 21, 2000

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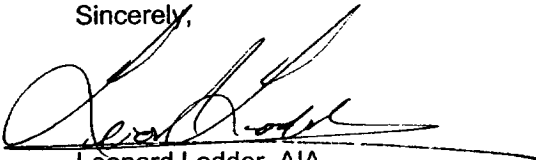
John Whittington
Project Co-Coordinator
Salem Area Mass Transit
3140 Del Webb Avenue NE
Salem, Oregon 97303-4165

RE: Additional Service for Installation of Art Work In Hatfield Plaza
Courthouse Square
Project No. 9828.28

Dear John:

We are pleased to offer consultation services for the installation of art work in Hatfield Plaza. Since the scope of our involvement is unknown at this point, we would prefer to be called in on an as needed basis and bill for these services at our attached current hourly rates plus reimbursable costs (printing, faxing, etc.). We look forward to assisting you on this last but significant element of the project.

Sincerely,



Leonard Lodder, AIA
Architect

LL:gnv

cc: Craig Lewis, Melvin Mark Development Company
✓ Billy Wasson, Marion County

9828.1A

TO: Arbuckle Costic Architects, Inc.

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Billy Wasson, Marion County

John Whittington, Salem Area Mass Transit

Date:

Date:



Kim Arbuckle, AIA
Alan E. Costic, AIA
Walter E. Bensman, Jr., AIA
Clayton Vorse, AIA
Richard S. Boyd, AIA
Leonard Lodder, AIA
Richard S. Rothweiler, AIA
Craig Bjorgum, AIA

ARBUCKLE COSTIC ARCHITECTS, INC.

363 State Street
Salem, OR 97301-3533
503/581-4114 Fax: 503/581-3655
E-Mail: architects@arbucklecostic.com

2000 HOURLY RATE CHARGES

Principal	\$100.00
Senior Architect	\$90.00
Project Architect	\$80.00
Architect	\$75.00
Project Manager	\$75.00
Drafter I	\$60.00
Drafter II	\$50.00
Interior Designer	\$65.00
Interior Drafter	\$55.00
Clerical	\$35.00
Office Manager	\$50.00

Reimbursable Costs: All travel, long distance phone calls, faxing, photographic and printing costs charged at 1.10 times direct cost.